

# **SUBSTANCE ABUSE SERVICES DIVISION**

## **POLICY**

The office of Certification & Training in the Substance Abuse Services Division (SASD) of the Department of Mental Health and Mental Retardation is primarily responsible for review and compliance with the Substance Abuse Program Standards as they apply to a specific service type.

## **PROCEDURE**

Not all rules in the Substance Abuse Standards, October 2003, apply to every type of service. It is the procedure of the Substance Abuse Services Division to evaluate through site certification visits, as well as other protocols, a program's compliance with those standards which apply to a particular service.

The following are those standards which apply to each service as indicated:

### **Adult Intensive Outpatient**

- the 1000 series;
- the 2000 series;
- the 3000 series;
- the 4000 series;
- the 5000 series except for 5203f;
- the 6000 series;
- the 7100 series except for 7102
- the 7201;
- the 7300 series except for 73041e
- the 7700 series;
- (only if case management is done in compliance with IOP).

### **Outpatient**

- the 1000 series;
- the 2000 series;
- the 3000 series;
- the 4000 series;
- the 5000 series except for 5203f;
- the 6000 series;
- the 7100 series
- 7201
- the 8200; (only if detox services are offered)
- the 7400 series;
- the 7700 series; (only if case management is done in compliance with IOP)

### **Adolescent Intensive Outpatient**

- the 1000 series;
- the 2000 series;
- the 3000 series;
- the 4000 series;
- the 5000 series except for 5203f
- the 6000 series;
- the 7100 series
- the 7201;
- the 7300 series;
- the 7700 series; (only if case management is done in compliance with IOP).

### **Adult Crisis Residential**

- the 1000 series;
- the 2000 series;
- the 3000 series;
- the 4000 series;
- the 5000 series except for 5203f
- the 6000 series;
- the 7100 series except for 7102
- the 7201;
- the 7500 series except for 7505c
- the 7700 series; (only if case management is done in compliance with CR).
- the 8100 series;
- the 8300 series; (only if detox services are offered).
- Must also comply with the Nurse Delegation Program. For more detail Visit [www.mh.alabama.gov](http://www.mh.alabama.gov)

### **Adolescent Crisis Residential**

- the 1000 series;
- the 2000 series;
- the 3000 series;
- the 4000 series;
- the 5000 series except for 5203f;
- the 6000 series;
- the 7100 series
- the 7201;
- the 7500 series; except for 7505c
- the 7700 series; (only if case management is done in compliance with CR).
- the 8100 series;
- the 8300 series; (only if detox services are offered).
- Must also comply with the Nurse Delegation Program. For more detail Visit [www.mh.alabama.gov](http://www.mh.alabama.gov)

### **Residential Rehabilitation (as the only service)**

- the 1000 series;
- the 2000 series;
- 3102, 3107, 3202f;
- the 4000 series;
- the 5000 series except for 5203e;
- the 6000 series;
- the 7100 series except for 7102
- the 7201;
- the 7500 series except for 7505 b and d
- the 8100 series;
- Must also comply with the Nurse Delegation Program. For more detail Visit [www.mh.alabama.gov](http://www.mh.alabama.gov)

### **Opiate Replacement Treatment (Methadone)**

- the 1000 series;
- the 2000 series;
- the 3000 series;
- the 4000 series;
- the 5000 series except for 5203f;
- the 6000 series;
- the 7100 series;
- the 7201;
- the 7400 series;
- the 7800 series;
- the 8100 series;
- the 8200 series;

### **Prevention**

- the 9000 – 9900 series;

## **PROCEDURE NOTES**

Included with your completed application should be the following:

1. Articles of incorporation
2. Board by-laws
3. Board minutes
4. Organizational chart
5. Policy and Procedure manual; **The Policy and Procedure manual must address all the standards that apply to the certification you are seeking. Policy and Procedure manual must include reporting of special incidents to SADS. See DMH/MR Procedures for Reporting Incidents in Substance Abuse Certified Programs.**
6. Program Description
7. Description of the primary geographic area to be served
8. Copy of most recent fiscal audit
9. Personnel resumes (with degree transcripts)
10. Blank client record
11. Copy of any other forms your program will use that are not included above.
12. Visit [www.lac.org](http://www.lac.org) for 42CFR and HIPAA complaint release forms and client rights.
13. Certification for Crisis Residential and Residential Rehabilitation program must comply with the Nurse Delegation Program. For more detail Visit [www.mh.alabama.gov](http://www.mh.alabama.gov)
14. Methadone Programs should refer to Standard # 7817 for Information necessary to be included with application.